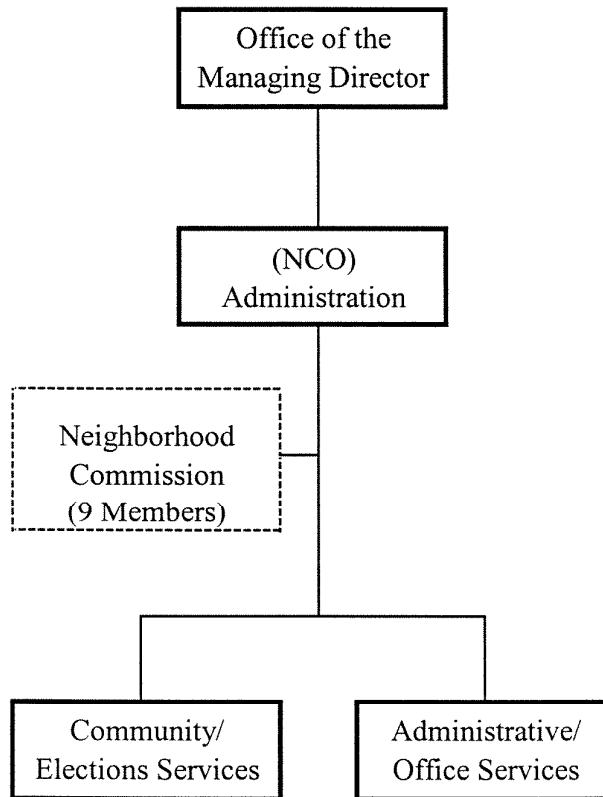
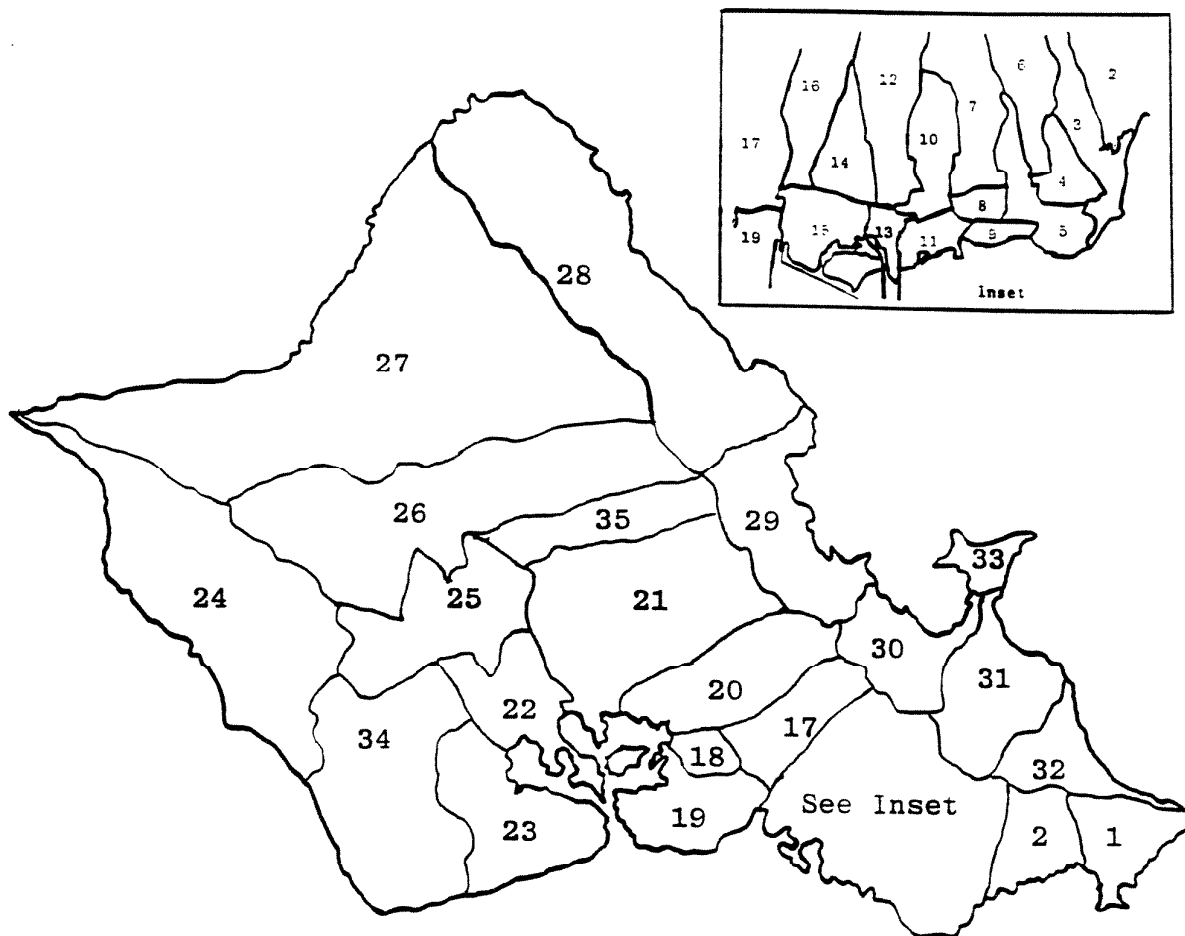


Neighborhood Commission

**NEIGHBORHOOD COMMISSION OFFICE
(NCO)
ORGANIZATION CHART**



NEIGHBORHOOD COMMISSION OFFICE
(NCO)
NEIGHBORHOOD BOARDS BOUNDARIES



No.	NEIGHBORHOOD BOARD	No.	NEIGHBORHOOD BOARD	No.	NEIGHBORHOOD BOARD
1	HAWAII KAI	13	DOWNTOWN	25	MILILANI/WAIPIO/MELEMANU
2	KULIOUUU-KALANI IKI	14	LILIHA/ALEWA/PUUNUI/ KAMEHAMEHA HEIGHTS	26	WAHIAWA
3	WAIALAE-KAHALA	15	KALIHI-PALAMA	27	NORTH SHORE
4	KAIMUKI	16	KAIHIHI VALLEY	28	KOOLAULOA
5	DIAMOND HEAD/KAPAHULU/ ST. LOUIS HEIGHTS	17	MOANALUA (Not Formed)	29	KAHAIKULU
6	PALOLO	18	ALIAMANU/SALT LAKE/ FOSTER VILLAGE	30	KANEOHE
7	MANOA	19	AIRPORT (Not Formed)	31	KAILUA
8	MCCULLY/MOILIILI	20	AIEA	32	WAIMANALO
9	WAIKIKI	21	PEARL CITY	33	MOKAPU (Not Formed)
10	MAKIKI/LOWER PUNCHBOWL/ TANTALUS	22	WAIPAHU	34	MAKAKILO/KAPOLEI/ HONOKAI HALE
11	ALA MOANA/KAKAAKO	23	EWA	35	MILILANI MAUKA/ LAUNANI VALLEY
12	NUUANU/PUNCHBOWL	24	WAIANAE COAST		

NEIGHBORHOOD COMMISSION OFFICE (NCO)

RESPONSIBILITIES

The Neighborhood Commission develops a Neighborhood Plan to increase and assure effective citizen participation in government, reviews and evaluates the effectiveness of the Neighborhood Plan and neighborhood boards and reports thereon, and assists areas of the City in the formation and operation of neighborhood boards upon their request.

MISSION STATEMENT

To increase and ensure effective citizen participation in the decisions of government by facilitating the effective operations of the neighborhood board system.

GOALS AND OBJECTIVES

1. To increase the effectiveness of the neighborhood boards and the Neighborhood Commission Office through training and workshops.
2. To improve the biennial neighborhood board election process by increasing awareness of community issues and updating the election process.
3. To facilitate neighborhood board access to the City administration and the City Council.
4. To facilitate interaction between government and the neighborhood boards in resolving community concerns.

BUDGET INITIATIVES AND HIGHLIGHTS

The proposed budget totaling \$988,173 provides support and services to 32 neighborhood boards and funding for the 2003 Neighborhood Board Elections. The increase of 46.9 percent or \$315,314 over the current fiscal year is primarily due to election costs which include temporary and contractual positions to assist with registration of voters, election publicity, updating listings, production and mailing of official voting packets, computerized tabulation, certification of election results, and orientation of newly elected board members. An increase in salary funding is also reflected for the Neighborhood Commission Office due to negotiated salary increases.

NEIGHBORHOOD COMMISSION

DEPARTMENT POSITIONS

	ACTUAL FY 2001	BUDGET FY 2002	PROPOSED FISCAL YEAR 2003		
			CURRENT SERVICES	BUDGET ISSUES	TOTAL
Permanent Positions	16.00	16.00	16.00	0.00	16.00
Temporary Positions	1.00	1.00	1.00	0.00	1.00
Contract Positions	1.00	0.00	1.00	0.00	1.00
TOTAL	18.00	17.00	18.00	0.00	18.00

EXPENDITURES BY APPROPRIATION UNIT

	ACTUAL FY 2001	BUDGET FY 2002	PROPOSED FISCAL YEAR 2003		
			CURRENT SERVICES	BUDGET ISSUES	TOTAL
Neighborhood Commission	\$ 866,933	\$ 672,859	\$ 988,173	\$ 0	\$ 988,173
TOTAL	\$ 866,933	\$ 672,859	\$ 988,173	\$ 0	\$ 988,173

CHARACTER OF EXPENDITURES

	ACTUAL FY 2001	BUDGET FY 2002	PROPOSED FISCAL YEAR 2003		
			CURRENT SERVICES	BUDGET ISSUES	TOTAL
Salaries and Wages	\$ 483,482	\$ 496,096	\$ 594,167	\$ 0	\$ 594,167
Current Expenses	379,820	176,763	394,006	0	394,006
Equipment	3,631	0	0	0	0
TOTAL	\$ 866,933	\$ 672,859	\$ 988,173	\$ 0	\$ 988,173

SOURCE OF FUNDS

	ACTUAL FY 2001	BUDGET FY 2002	PROPOSED FISCAL YEAR 2003		
			CURRENT SERVICES	BUDGET ISSUES	TOTAL
General Fund	\$ 866,933	\$ 672,859	\$ 988,173	\$ 0	\$ 988,173
TOTAL	\$ 866,933	\$ 672,859	\$ 988,173	\$ 0	\$ 988,173

NEIGHBORHOOD COMMISSION Neighborhood Commission Program

Program Description

The operations of the Neighborhood Commission Office include community services and administrative office services. The Community Services activity serves as the primary liaison between the neighborhood boards and the Neighborhood Commission Office. Major support function to the 32 boards includes attendance at regularly scheduled meetings to record minutes; filing of agendas; processing correspondence and mailing; informing boards of City policies and procedures. This activity also coordinates the biennial neighborhood board member election process.

The Administrative Office Services provides budget support services to the Commission and the neighborhood boards and performs office management functions. This activity handles all personnel transactions, payroll, inventory, and budget preparation for both the office and the 32 boards.

Output Measures

DESCRIPTION	UNIT	ACTUAL	ESTIMATED	
		FY 2001	FY 2002	FY 2003
Agendas Filed	#	384	380	380
Sets of Minutes Completed and Mailed	#	82,980	88,000	83,500
Candidates Processed for Election	#	603	N/A	650
Voter Ballots Processed	#	60,000	N/A	100,000

Program Positions

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			CURRENT SERVICES	BUDGET ISSUES	TOTAL
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Temporary Positions	1.00	1.00	1.00	0.00	1.00
Contract Positions	1.00	0.00	1.00	0.00	1.00
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Character of Expenditures

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NEIGHBORHOOD COMMISSION
Neighborhood Commission Program

Source of Funds

	ACTUAL FY 2001	BUDGET FY 2002	PROPOSED FISCAL YEAR 2003		
			CURRENT SERVICES	BUDGET ISSUES	TOTAL
General Fund	\$ 866,933	\$ 672,859	\$ 988,173	\$ 0	\$ 988,173
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